

Message Text

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54

ORIGIN SCSE-00

INFO OCT-01 AF-06 EUR-12 NEA-10 ARA-10 OC-05 CCO-00 SCA-01

EA-09 IO-11 ISO-00 (ISO) R

DRAFTED BY SCA/SCS/RJWACH:LS

APPROVED BY SCA/SCS:AAGISE

AF/EX HDD

AE/EX EECHAMPAGNE

EUR/EX ALRATTRAY

NEA/EX MVSHAFFER

ARA/EX DLLINVILLE

OC/S JJMCMILLEN

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P 201748Z JAN 76

FM SECSTATE WASHDC

TO ALL DIPLOMATIC AND CONSULAR POSTS PRIORITY

UNCLAS STATE 013946

INFORM CONSULS

E.O. 11652: N/A

TAGS: CASC

SUBJECT: IDENTIFICATION OF SUBJECTS IN TELEGRAMS

1. SOME POSTS CONTINUE TO FORGET TO PUT THE PROPER NAME OF THE PERSON INVOLVED IN CONSULAR SERVICES IN THE SUBJECT LINE OF TELEGRAMS. SINCE MOST DEPARTMENT FILES AND ALL SCS FILES ARE ALPHABETICAL BY LAST NAME, THE PROPER NAME MUST BE INCLUDED IN THE SUBJECT LINE AS WELL AS THE TAGS LINE.

2. THE DEPARTMENT IS PARTICULARLY BAFFLED WHEN POSTS CITE QUOTE SUBJECT UNQUOTE IN A MESSAGE BUT NEGLECT TO PUT ANY NAME IN THE SUBJECT LINE. IN SUCH CASES THERE IS NO ANTECEDENT FOR QUOTE SUBJECT UNQUOTE. FYI, THE DEPARTMENT UNCLASSIFIED

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OCCASIONALLY RECEIVES MESSAGES IN WHICH THE NAME OF THE

PERSON CONCERNED DOES NOT APPEAR AT ALL.

3. IN THE BODY OF THE MESSAGE, POSTS SHOULD AVOID USING
THE PRONOUN QUOTE SUBJECT UNQUOTE UNLESS ABSOLUTELY
UNAVOIDABLE. NOT ONLY IS THE PROPER NAME MORE CLEAR,
MORE GRAMMATICAL AND LESS EASILY CONFUSED, BUT THE MESSAGE
WILL SOUND LESS BUREAUCRATIC. SISCO

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Message Attributes

Automatic Decaptioning: X
Capture Date: 01 JAN 1994
Channel Indicators: n/a
Current Classification: UNCLASSIFIED
Concepts: n/a
Control Number: n/a
Copy: SINGLE
Draft Date: 20 JAN 1976
Decaption Date: 01 JAN 1960
Decaption Note:
Disposition Action: n/a
Disposition Approved on Date:
Disposition Authority: n/a
Disposition Case Number: n/a
Disposition Comment:
Disposition Date: 01 JAN 1960
Disposition Event:
Disposition History: n/a
Disposition Reason:
Disposition Remarks:
Document Number: 1976STATE013946
Document Source: CORE
Document Unique ID: 00
Drafter: LS
Enclosure: n/a
Executive Order: N/A
Errors: N/A
Film Number: D760021-0801
From: STATE
Handling Restrictions: n/a
Image Path:
ISecure: 1
Legacy Key: link1976/newtext/t19760140/aaaabjkj.tel
Line Count: 68
Locator: TEXT ON-LINE, ON MICROFILM
Office: ORIGIN SCSE
Original Classification: UNCLASSIFIED
Original Handling Restrictions: n/a
Original Previous Classification: n/a
Original Previous Handling Restrictions: n/a
Page Count: 2
Previous Channel Indicators: n/a
Previous Classification: n/a
Previous Handling Restrictions: n/a
Reference: n/a
Review Action: RELEASED, APPROVED
Review Authority: mendozsm
Review Comment: n/a
Review Content Flags:
Review Date: 23 JUN 2004
Review Event:
Review Exemptions: n/a
Review History: RELEASED <23 JUN 2004 by barnescd>; APPROVED <08 SEP 2004 by mendozsm>
Review Markings:

Margaret P. Grafeld
Declassified/Released
US Department of State
EO Systematic Review
04 MAY 2006

Review Media Identifier:
Review Referrals: n/a
Review Release Date: n/a
Review Release Event: n/a
Review Transfer Date:
Review Withdrawn Fields: n/a
Secure: OPEN
Status: NATIVE
Subject: IDENTIFICATION OF SUBJECTS IN TELEGRAMS
TAGS: CASC, AINF, AFSP, XX
To: ALL POSTS
Type: TE
Markings: Margaret P. Grafeld Declassified/Released US Department of State EO Systematic Review 04 MAY 2006